Tulane Staff Advisory Council  
Minutes of September 14, 2000  
http://www.tulane.edu/~tsac/TSAC.htm

Attendees

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<th>Representative</th>
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<tr>
<td>1. Raymond Vance (e)</td>
<td>18. Bobby Gunter</td>
<td>Peggy Williams</td>
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<td>2. Letitia Bustamante (e)</td>
<td>19. Jerri Tomlinson</td>
<td>Susan Barrera</td>
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<td>3. Cornelius Dennis</td>
<td>20. Barbara Miller</td>
<td>Charlie Hayes</td>
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<td>23. Barbara Volo</td>
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<td>9.</td>
<td>26. Deborah Williams</td>
<td>Felicia Camp</td>
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<td>10.</td>
<td>27. Shirley Tubré</td>
<td>Sheila Smith</td>
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<td>11.</td>
<td>28. Ronit Weingarden</td>
<td>12. Ella Taylor (e)</td>
<td>29. Mary Smith</td>
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<td>14. Gail Swan</td>
<td>Margarita Perez (e)</td>
<td>31. Troylynn Perault (e)</td>
<td>Jennifer Arcenaux</td>
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<td>15. Miriam Espinosa</td>
<td>Maria Gulden</td>
<td>32. Carol Gadwaw</td>
<td>Liann Matsumuro</td>
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<td>17. Debra Surtain</td>
<td>Jackie Phillips</td>
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2000/2001 Officers

Chair: Patricia Harrison  pharris@tmcpop.tmc.tulane.edu  584-2615 fax 586-3827  
Vice Chair: Barbara Volo  bvolo@mailhost.tcs.tulane.edu  584-2411 fax 587-7417  
Recording Secretary: Amy Johnson  amyjohnson@law.tulane.edu  862-9144 fax 865-6710  
Election Secretary: Gilbert Estrada  implant@mailhost.tcs.tulane.edu  588-5293 fax 584-1611  
Corresponding Secretary: Shirley Tubré stubre@tmcpop.tmc.tulane.edu  587-2135 fax 588-5308

Past Chair: Maury Duplantis  Ex-officio Frank Currie/Carol Jouet  Invited guests: Tulane University President, Scott Cowen, Tulane-Loyola Federal Credit Union CEO, Connie Kennely, and Eileen deHaro

Pat called the meeting to order at 3:00 p.m.

I. August minutes were approved with changes noted.

II. Guests — Tulane University President Cowen gave updates on the University’s strategic planning and most specifically its progress over the summer months.

The university administration has most recently interpreted the strategic plan into funding needs of $1.1 billion. After reassessment, the administration determined a ten-year campaign goal of $650 million to be a reasonable and attainable goal. This $650 million would be allocated as follows: $300 toward endowment (increasing the Tulane endowment to $1 billion); $100 million toward program support; $200 million toward capital needs (20% to be earmarked for the downtown campus and 80% for major uptown campus renovations and expansions); and $50 million of unrestricted funds.

President Cowen also underscored the following as top priorities: a complete audit of the first year implementation of the strategic plan; complete senior administrative searches (e.g., Deans or
Medical and Law Schools; Comptroller, VP Human Resources); complete round II of Wall Fund awards (the first round resulted in 1.5 million in grants awarded to Tulane community on 6 separate projects); re-accreditation and NCAA certification (including a re-evaluation and strengthening of Tulane’s compliance policies); continuing to de-centralized management; and increasing faculty & staff diversity. Finally President Cowen stressed the institutional importance of all staff completing the staff survey and this message should be passed to all constituents through district representatives.

President Cowen also addressed a number of questions brought by district representatives imparting the following information: **Salary & Benefits**– the most recent merit pool was geared toward rewarding outstanding and underpaid employees (20% of the Tulane community qualified); a complete compensation analysis, including comparative data on salary and benefits will be completed next year and released to all staff; HR maintains an open door policy and classification and ranges – staff should be able to acquire information on his or her own position; the tuition waiver benefits costs the university $5.6 million annually; **Other topics** – Tulane has made some changes in hurricane precautions. Most specifically, should a category 4+ hurricane hit New Orleans, students are now on their own to evacuate. This change was implemented when it was established that housing all students on campus was unrealistic – few Tulane structures can sustain a category 4+ hurricane. President Cowen also mentioned that he is in frequent contact with Nash Roberts. Requests were made to check the recognition database with respect to Primate Center employees and also develop a central directory for departmental and personal addresses for the entire Tulane community.

**Connie Kennely, CEO Tulane Loyola Federal Credit Union**, discussed the services provided by the Credit Union as well as recent changes. (see attached Credit Union literature). Ms. Kennely highlighted the Credit Union’s Used Car Sale in partnership with Enterprise Car Rental. The Credit Union will be offering reduced financing and accepting trade-ins. The sale will take place October 12-14 at Enterprises’ Metairie location on the I-10 Service Road.

### III. Reports

#### A. Human Resources Liaison – Frank Currie

- announced that the new staff handbook would be available soon. It was supposed to have been available in August, both in hard copy and on the web, but was delayed. He stressed that Human Resources would also be distributing a newsletter highlighting the changes in the new handbook. All employees should sign the cover sheet and return it to their department administrators. Frank emphasized that all SAC representatives should convey this important point to constituents: if employees do not sign and return the cover sheet, technically they do not have a position at Tulane University and will be subject to disciplinary action. Frank also stressed a critical change in policy (detailed in the new handbook) as to the deadline for submission of tuition waivers. Employees must submit the paperwork by November 1 for fall semester tuition waivers or they lose eligibility. Paperwork for tuition waivers must be submitted each semester.

#### B. University Senate

1. **Affirmative Action** no report
2. **Benefits** no report
3. **Budget Review** no report
4. **Physical Facilities** no report
5. **Social Issues** no report
6. **Computing Committee** no report
7. **Senate Governance Committee** The University senate will meet during the second half of September. The committee had presented its proposal for restructure.
8. **Senate Development Committee** no report
9. **Campus Recycling** no report

#### C. SAC committees
1. **Constitution** no report – presentation of amendment changes postponed until October meeting
2. **Editorial/publicity/advertising** no report
3. **Election** no report, committee will meet in November
4. **Grievance** no report
5. **Recognition** The committee continues work on the SAC luncheon with President Cowen. The date and site for the event have been finalized to take place on November 21st at the Radisson, downtown in the Tulane Ballroom. Donations are coming in and the committee has arranged for Music. The committee’s next meeting will take place in October.
6. **Staff Issues** The Staff Issues committee presented a formalized version of goals and objectives of the Staff Advisory Committee. These were approved by the SAC.

IV. **New Business**

A. **Tulane Football Tickets** SAC gave away 2 football tickets to 25 winners. These tickets were donated anonymously to Staff Advisory Committee members

Meeting adjourned 4:35 p.m.

Respectfully submitted by
Amy Coath Johnson
Recording Secretary